

eVA Interface and Integration Design Team – Import/Export Group

Meeting Minutes
July 31, 2003

Opening:

A meeting of the eVA import/export interface workgroup was called to order at 10:00 AM on 7/31/2003 in Richmond.

Present:

Regina Baxter, DMHMRSAS (phone)	Cheryl Kimball, DOLI/DCR (phone)
Christine Childress, DOLI (phone)	Andy Kmett, VCE (phone)
Martha Freeland, DMV (phone)	Joy Lazarus, DMHMRSAS (phone)
Julie Hamilton, ESH (phone)	Parvin Mirshahi, DGS
Maria Hatcher, DGS	Jim Roberts, DMHMRSAS (phone)
	Ellie Withers, UVA (phone)

A. Approval of Agenda

The informal agenda:

- 1 – Implementation Status
- 2 – New Work
- 3 – Agencies General Status
- 4 – Policy Questions

B. Approval of Minutes

Previous meeting minutes reviewed and corrections were noted.

C. Issues

Open Issues

Closed Issues

D. New Business

1. Implementation Status
Nothing to report.
2. New Work
Nothing to report.
3. Production Status
DGS –
 - Maria Hatcher reported that COVA is still working of the analysis of the DGS holding tank data. COVA is reviewing the columns identified by AMS that should be populated before the data is transferred to the eVA data warehouse. Maria is almost done with the documentation of the analysis.

VDOT –

*** Note: Minutes reflect discussions, not final decisions. A separate document will be provided with final decisions.

- Representatives not present.
 - DMAS –
 - Representatives not present.
 - DSS –
 - Representatives not present.
 - DMME –
 - Representatives not present.
 - ABC –
 - Representatives not present.
 - DOLI –
 - Cheryl Kimball reported that she completed the Change/Cancel order program changes and will deliver the code to the agency today for testing.
 - DEQ –
 - Representatives not present.
 - DCR –
 - Cheryl Kimball had nothing to report.
 - VATECH –
 - Representatives not present.
 - UVA -
 - Ellie Withers reported that they are working on daily process to keep vendor data in sync.
 - VCU -
 - Representatives not present.
 - DMHMRSAS–
 - Jim Roberts reported that the attachment sequence problem has been fixed and they were able to process attachments successfully. His staff is getting ready to implement the interface at Western State and Northern Virginia.
 - JMU –
 - Representatives not present.
 - ODU –
 - Representatives not present.
 - VCE –
 - Andy Kmett reported that the import interface is working fine. No progress on export interface.
4. Agency General Status
- DMV –
- Martha reported that the agency is waiting on Debbie Adams to return from vacation to start working on the interface.
5. Policy Questions
- No new questions.

The next **weekly** interface meeting will be held on Thursday, August 7, 2003 at DGS in the ISS 9th floor conference room starting at 10:00 a.m. Please be prepared to give your agency's status on the import interface effort and problems if any.

Open Action Items

1. Find out if and how agencies will have access to the DGS Holding database. (Marion Lancaster)

05/29/2003 DGS is not planning on giving agencies access to the DGS Holding database. DGS is actively working with AMS on the design to load "holding tank" data

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into the eVA data warehouse. Agencies will then be able to access that information through the normal data warehouse reporting process.

Closed Action Items

Prepared by Maria Hatcher

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